

GRANT COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES
Week of May 22- May 28, 2023
Commission Chambers
35 C Street NW
Ephrata, WA 98823

Public meetings were held in person with a WEBEX Conference Call/Video option available.

MONDAY, MAY 22, 2023

The Grant County Commissioners session began at 9:30 a.m. with all Commissioners in attendance. Commissioner Stone attended via Webex.

9:30 a.m. – 10:30 a.m. B Vasquez, Clerk of the Board Update

- NovaTime – Reports
- EO/DH Retreat (to discuss with HR)
- LaserFiche Scanning Project Update (11 overtime hours used)
- Meeting w/ David Hunt re: Homelessness (6/6/23)
- CC: Suicide Prevention meetings are all on Tuesdays. Leave them on the calendar.
- PUD Lunch Order
- Meeting w/ Treasurer re: Staff wage (Schedule 30 min meeting)
- Compression Brake Email: Farrah Wardenaar/Mike Brown – B&G Farms (Public Works to review)
- Royal Slope Solar – Individual Meetings: Schedule with CC only.
- Wenatchee Valley Animal Care and Control Tour (June 8, 2023 at 10am)

10:30 a.m. – 11:00 a.m. K Allen, Clerk's Office Update ***Commissioner Stone left this meeting at 10:41 a.m.***

- Employee Appreciation BBQ date is tentatively October 4, 2023.
- New Jail discussion

1:00 p.m. – 2:00 p.m. Commissioners Round Table – Miscellaneous Discussion

- Review of Consent Agenda Items
 - Fairgrounds Item 10: Should be for 2024 events (typo on agenda). Hold this item until 5/30/23 Consent Agenda.
 - BOCC Item 2: Port of Moses Lake will be billed for the Japan exchange.
- Commissioner District Updates
 - DS District 1: ARPA/Beneficiary Agreements – they are being sent out. Janice Flynn received a call from Fire District No. 3 about their agreement. Janice will forward the email to Commissioner Stone. He gave an update on the new jail committee meeting he attended. Drug possession draft ordinance is now a moot point.

Grant County Commissioners Minutes

Week of May 22, 2023

- RJ District 2: Economic Development Council will potentially be asking for more funding. Homeless Task Force meeting will be on July 13 at the Port of Moses Lake. Moses Lake City Council Manager Allison Williams resigned.
- CC District 3: Cancel her Laserfiche license; Road K-SW dust complaints. Gorge Amphitheater concert weekends begin, no portable cell tower will be available.
- Komaki Vice Mayor Visit Budget Proposal: CC stated they are coming July 10-13. Can the county partially fund this visit? Komaki will be going to multiple ports.
- Plan for Coordinating Entry Continued Discussion: need another person or have another agency take this over.
- ~~Van 680 Keys found~~

2:00 p.m. – 3:30 p.m.

K Eslinger, Human Resources Update *Kirk attended via Webex*

Discussion Items	Request	Action
01. Public Works Update	Direct	Board Direction Given.
02. HR Department Needs	Direct	Board Direction Given.
03. Community ADA Request	Direct	Board Direction Given.
04. Comp Changes	Direct	Board Direction Given – Following Discussion No Action was Taken.
05. Treasurer's Comp Issue	Direct	Board Direction Given – Following Discussion No Action was Taken.
06. Centralized Maintenance	Direct	Board Direction Given.
Authorization Requests	Request	Action
07. Command Staff Compensation	Sign	Board Declined to Sign Presented Item.
08. PMA – Case Manager (2)	Approve	Board Approved Presented Item.
Budget, Finance, & Risk	Request	Action
09. DC Victim Witness Coordinator	Direct	Board Direction Given – Will Come Back to Board following PMRT Review.
10. 5% Retention Bonus for Attorneys	Direct	Board Direction Given – Will Come Back to Board After HR Adds Program Specific.

Pursuant to RCW 42.30.110(1)(g) Commissioner Jones called an Executive Session to order at 2:03 p.m. to go until 2:33 p.m. regarding Job Applicant/Evaluation. In attendance were Commissioners Carter, Stone and Jones, and Kirk Eslinger and Decorah Anderson, Human Resources. The session was continued to 3:03 p.m. Commissioner Jones closed the session at 3:03 p.m.

Commissioner Carter remembered the names of Art O'Neil / Jean Steele (?) for a climate survey and county retreat with Elected Officials and Department Heads. Review our own office first (include department heads). Human Resources will do research on this.

3:30 p.m. – 5:00 p.m.

R Jones, Lodging Tax Advisory Committee (LTAC) Meeting

MISCELLANEOUS ITEM

The Commissioners approved and signed the Public Works County Payroll Salary Fund for their May 19, 2023 payroll.

**Grant County Commissioners Minutes
Week of May 22, 2023**

TUESDAY, MAY 23, 2023

The session was continued to 8:30 a.m. with all Commissioners in attendance. Commissioner Jones attended via Webex until 1:00 p.m.

8:30 a.m. – 9:00 a.m. K McCrae, Prosecuting Attorney's Office Update

9:00 a.m. – 10:00 a.m. D Anderson, Renew Update

- Moses Lake Parking Lot Fence
- Two Additional Case Management Positions to be requested.
- Developmental Disabilities Coordinator
- Update on RiverCare Diversion Project

10:00 a.m. – 10:30 a.m. S Palacios, Juvenile Court, and Youth Services Update

- Financial
- Intakes
- Courts:
 - Offender/Diversion:
 - Truancy:
 - Dependency:
- Chelan County
- Administration
- Needs of the Department

12:00 p.m. – 12:55 p.m. Grant County / Grant PUD Commissioner Lunch Meeting

1:00 p.m. – 2:00 p.m. S Castro, Public Works Update

- White Trail Roundabout- Local access detour and rework behind schedule
- Dodson & 12 SW- Accident report and (6) existing safety enhancements (stop ahead signs, LED flashing signs, stop bar, flashing intersection beacons)
- Dodson & 12 SW- Potential of Compact roundabout to lower costs
- Road K SW- Farm unit accessing Adams cs. Approach permit accessing K SW
- Road Improvement- Districts working on checklist application form and website update: Dave Bren would like to connect to the MRSC website with a checklist with the process.

2:00 p.m. – 3:00 p.m. Commissioner's Meeting

- Call to order
- Open Forum for Citizen Input (3 minutes per person, 15-minute time limit) **None**
- Approval of Agenda **A motion was made by Commissioner Stone, seconded by Commissioner Carter, to approve the agenda as presented. The motion passed unanimously.**

**Grant County Commissioners Minutes
Week of May 22, 2023**

- Correspondence (ie. Emails that have come in that need response, letters of support etc.)
 - Royal Slope Solar: Meet with CC only 6/6/23
 - Wenatchee Valley Humane Society- Tour 6/8/23
 - American Sign Language Email (Hakim): No funding that the Commissioners know of.
 - Museum/Historical Society request for trustee help and invite to their monthly meeting on the second Tues of each month at Time Out Pizza. Schedule for 6/13/23.
- Commissioners Roundtable – Miscellaneous Discussion
 - DS: ARPA request from Samaritan Hospital for new hospital and funding of facility HVAC system. Commissioners are in support of \$2 million and this request to move forward at the next consent agenda. Beneficiary agreement will follow. Port of Coulee City is also requesting funds.
 - CC: Grants are tracked by spreadsheets
 - DS: Compression Brake email was responded to by Dave Bren, County Engineer (B&G Farms)
 - DS: Silica Road email re: rock on roadway and incorrect signage from motorcycle rider.
 - RJ: Ephrata Chamber invoice for power box in the amount of \$3,721.91 installed on county property.
 - RJ: voted to do Tourism study and not open another round of applications. Earmark \$600,000.00 for “Q” lane at the Gorge Amphitheater on Silica Road or a designated turn lane.
 - Janice Flynn stated Commerce will be continuing grants with CHG guidelines for homelessness. We must submit what our shortfall could be to get us to June 2024. A new \$64.00 recording fee will be added to counties (unsure of date). Jail medical malpractice renewal is approximately \$62,000.00.
- Consent Agenda – (Items 1 through 16) All items are considered routine and will be enacted by one motion of the commissioners with no separate discussion. If a separate discussion is desired, that item may be removed and placed under Board Discussion/Decision. **A motion was made by Commissioner Stone, seconded by Commissioner Carter, to approve the consent agenda items 1-9 and 11 through 16 a presented. Holding item 10 to next week. The motion passed unanimously.**

AUDITOR’S OFFICE

1. Payment of vouchers certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by the auditing officer as required by RCW 42.24.090, as recorded on a listing and made available to the Board. **(In the amounts of \$1,064,403.84 and \$142,335.78)**

COMMISSIONER’S OFFICE

2. Invoices
3. Reimbursement request from Fire District #6 (Hartline) on the American Rescue Plan Act (ARPA) funding in the amount of \$9,716.28 for the purchase of a new drop door box with chains.
4. Reimbursement request from Opportunities Industrialization Center (OIC) on the Department of Commerce Eviction Rent Assistance Program (E-RAP 2.0) Grant No. 21-4619C-108 in the amount of \$77,259.41 for March 2023 expenses.

Grant County Commissioners Minutes

Week of May 22, 2023

5. Reimbursement request from Opportunities Industrialization Center (OIC) on the Department of Commerce Eviction Rent Assistance Program (E-RAP 2.0) Grant No. 21-4619C-108 in the amount of \$31,109.70 for April 2023 expenses.
6. Reimbursement request from HopeSource on the Department of Commerce Eviction Rent Assistance Program (E-RAP 2.0) Grant No. 21-4619C-108 in the amount of \$51,730.66 for April 2023 expenses.
7. Recommendation from the Strategic Infrastructure Program (SIP) Advisory Committee to approve the following project funding:
 - a. SIP #2023-01 Grant County Hospital #4, McKay Healthcare, Phase 1, Architecture and Engineering Site Plan: Requested \$400,000.00 grant, recommending \$400,000.00 grant.
 - b. SIP #2023-02 Grant County Port District #10, Moses Lake, Southwest Hangar Utility Extension: Requested \$500,000.00 grant, recommending \$500,000.00 grant. (This project is contingent upon the approval of the 2023 comp plan.)
8. Appointment letter for Lourence Dormaier to the Grant County Veterans Advisory Board for a four-year term beginning May 23, 2023, through May 22, 2027.
9. Notice of Cannabis License Application regarding change of corporate officers/stockholders application for Hairmo United, LLC, in Mattawa, WA from the Washington State Liquor and Cannabis Board.

FAIRGROUNDS

10. Request to implement a ~~2023~~ 2024 rate schedule and updated changes for the Grant County Fair and the Grant County Fairgrounds. **(Hold and place on the 5/30/23 consent agenda)**

NEWHOPE

11. Request from the Director for approval to sign Amendment No. 1 on the Washington State Department of Social & Health Services Community-Based Domestic Violence Program Emergency Shelter & Supportive Services Agreement No. 2263-43332. Amendment includes several edited terms as well as increasing the overall contract total by \$15,000.00 to reflect a new total of \$545,452.00.

PUBLIC WORKS

12. Request to the County Road Department for reimbursable work between Grant Count and the City of Ephrata for the city portion of the Dodson Road Overlay Project. Work is to be completed no later than August 31, 2023, and not to exceed \$36,990.00.
13. Execution of contracts with Wutke LLC, dba Idaho Fence for the Grant Orchards Fence project in the amount of \$51,000.00.

**Grant County Commissioners Minutes
Week of May 22, 2023**

RENEW

14. Out-of-state travel request for Fernando Galarza, Yanetzi Magali Gonzalez, Katelyn Nungaray, Carter Yeates, Jasmine Vazquez Navarro, Adriana Luna-Reyna, Maria Virgen Valle Plazola, Christopher Dylan Kling, Austin Fogleson and Jessica Janette Alcaraz to attend CADCA Mid-Year Conference in Dallas, TX. Dates of travel are July 16, 2023, through July 20, 2023. Cost of travel is \$3,582.77 per traveler for a total of \$35,827.70.
15. Request to purchase new computer equipment for staff from CDWG in the amount of \$201,738.64 as well as Amazon in the amount of \$26,014.27 for a total purchase price of \$227,752.91. This was previously approved on the 2023 budget and will be paid from funds 564.00.3500 (Small Tool/Minor Equipment) and 564.00.3564 (Small Tool/Minor Equipment > \$550).

TECHNOLOGY SERVICES

16. Purchase Order No. 472 from CDWG in the amount of \$26,026.24 for the annual renewal of Adobe Acrobat Pro.
- Board Discussion/Decisions Items (*Items to discuss and items that were removed from Consent Agenda. These items will be acted upon together*)
 - Walk-on item: **A motion was made by Commissioner Carter, seconded by Commissioner Stone, to approve the walk-on item as presented. The motion passed unanimously.**
 - Request from District Court for a letter of support on their FY24 AOC Funding Request (continued funding of grants) for their Therapeutic Court/ Community Court.
 - Adjournment

3:15 p.m. – 3:30 p.m.

Open Record Public Hearing, Ordinance Dissolving Airport Parks and Recreation District #1

The Commissioners held an Open Record Public Hearing to consider an Ordinance dissolving the inactive Pelican Point Park and Recreation District #2 of Grant County.

Commissioner Jones read into the record the notice from Grant County Auditor, Michele Jaderlund:

Per RCW 36.96.010 this special district has been inactive until November 2, 2021. It has not carried out any of the special purposes or functions for which it was formed within the preceding consecutive five-year period. However, an election was held November 2, 2021 for the purpose of electing David Hunt to Commissioner District 1. The district has an outstanding election invoice for \$752.99. This district has no funds to support this invoice. This special purpose district has not been audited since 2001, if ever. Per RCW 36.96.020 we are notifying the county legislative authority that this special district is inactive.

**Grant County Commissioners Minutes
Week of May 22, 2023**

A motion was made by Commissioner Carter to close the public comment portion of the hearing. Commissioner Stone seconded and the motion passed unanimously. A motion was made by Commissioner Stone, seconded by Commissioner Carter to approve the ordinance as presented. The motion passed unanimously. The hearing adjourned. **(Ordinance No. 23-042-CC)**

3:30 p.m. – 3:45 p.m. Open Record Public Hearing, Ordinance Dissolving Pelican Point Parks and Recreation District #2

The Commissioners held an Open Record Public Hearing to consider an Ordinance dissolving the inactive Pelican Point Par and Recreation District #2 of Grant County.

Commissioner Jones read into the record the notice from Grant County Auditor, Michele Jaderlund:

Per RCW 36.96.010 this special district is accentually inactive with one Commissioner elected to serve until 2024. It has not carried out any of the special purposes or functions for which it was formed within the preceding consecutive five-year period. This special purpose district has never been audited. Per RCW 36.96.020 we are notifying the county legislative authority that this special district is inactive.

Elton Miller, Chair of the Homeowners Association, stated they have no objection to the dissolution.

A motion was made by Commissioner Carter to close the public comment portion of the hearing. Commissioner Stone seconded and the motion passed unanimously. A motion was made by Commissioner Stone, seconded by Commissioner Carter to approve the ordinance as presented. The motion passed unanimously. The hearing adjourned. **(Ordinance No. 23-043-CC)**

4:00 p.m. – 5:00 p.m. R Jones, Position Management Review Team Meeting **(Cancelled)**

WEDNESDAY, MAY 24, 2023

12:00 p.m. – 1:00 p.m. Grant County CHI Monthly Meeting

MISCELLANEOUS ITEM

The Commissioners approved an Emergency Accounts Payable batch from Renew in the amount of \$981.00 for emergency housing.

**Grant County Commissioners Minutes
Week of May 22, 2023**

THURSDAY, MAY 25, 2023

8:00 a.m. – 12:00 p.m.	D Stone, Out
8:00 a.m. – 5:00 p.m.	C Carter, Columbia Basin Development League Board Meeting
9:00 a.m. – 9:30 a.m.	C Carter, WCRG Fiscal Committee Call
7:00 p.m. – 8:00 p.m.	R Jones, Moses Lake School Board Meeting

FRIDAY, MAY 26, 2023

11:00 a.m. – 3:00 p.m.	D Stone at Eastern Washington Council of Governments Meeting (Davenport)
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Signed this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

Rob Jones, Chair

Cindy Carter, Vice-Chair

Attest:

Danny E. Stone, Member

Barbara J. Vasquez, CMC
Clerk of the Board